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| Strategic Planning Committee Meeting |
| NOTES | March 7, 2012 | 9AM | ELY 112 |
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| NOTEKEEPER | MJ Bull |
| Attendees | **□**Gabe Aquino **□**Marijoan Bull **□**Joseph Camilleri **□**Junior Delgado **□**Vanessa Diana **□**Tian-jia Dong (spring) **□**Kelly Galanis **□**Linda Hogan Shea **□**Mark Horwitz (fall) **□**Brian Hubbard **□**Christine Irujo **□**Brad Knipes **□**Brenda Lucas **□**Ryan Meersman **□**Emily Tobin**□**Carol Persson **□**Carlton Pickron **□**Laurie Simpson |
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| Agenda topics |
|  | Schedule |  |
| Discussion | The group looked over the schedule of meetings, and looming deadlines and decided to add an additional meeting in the last week of March. The goal is to have a complete draft ready in the first week of April.  |
| There was considerable discussion of mechanisms for getting feedback on the draft document. It was agreed to present it to Dept Heads; SGA, and post on the website. In addition Laurie suggested the committee establish an interactive site, similar to what Academic Strategic Planning has done, which would allow people to view a video presentation on the plan, and leave comments. Meeting these timelines would provide 4 weeks for feedback, making refinements, and getting the recommended version to the ACC in early May. |
| Action items | Person responsible | Deadline |
| Establish another meeting the week of March 26th | LS |  |
| Look into the technology for an interactive website for viewing the plan, a presentation on the plan, and leaving comments. | LS |  |
|  | Mission Statement revisions |  |
| Discussion | The group reviewed five drafts for a Mission Statement. These were distributed before the meeting by email. The versions were generated by taking the January draft and modifying it with the intent of improving the flow and evaluating it in the light of the NEASC review criteria and DHE Mission statement for all State Universities. |
| Some minor edits were recommended, and each person stated which version they preferred. As this led to several different versions, it was decided to send four of the edited versions to all Strategic Planning members for a vote. |
| Action items | Person responsible | Deadline |
| Send out 4 Mission Versions and tally responses from Strategic Planning Committee members. | MJ |  |
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|  | Vision Statement |  |
| Discussion | The group looked through the edited Vision Statement, made a few minor edits and accepted it in the revised form. |
| Action items | Person responsible | Deadline |
| Include with other items in full plan draft for any additional feedback. | MJ |  |
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|  | Goals & Objectives |  |
| Discussion | The group moved on to looking at the revised set of goals and objectives, distributed prior to the meeting by email. |
| The edited goals (reduced to five and reworded) were accepted. The group considered the proposed objectives under each goal, editing them as they were discussed. Considerable discussion was held on the objectives of Technological and Information Literacy; a review of the CORE and the Status of ROCCC; and Day Care on Campus. The members reworked these objectives, and completed a review of all the objectives under Goals 1 & 2. |
| Action items | Person responsible | Deadline |
| Continuing reviewing Objectives for Goals 3, 4 & 5 at next meeting after spring break. |  |  |
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|  | **Next Meeting is Monday March 19th at 4Pm in Mod Hall Conference Room** |